

DOMESTIC HAZARDOUS WASTE SHIPMENT CHECKLIST

Onsite Shipment ☐ (HNF-RD-7900, One/One not required) ☐ Offsite Shipment (HNF-RD-7900)

Date of Shipment: _____ Originating Facility: _____

HAZMAT Shipper _____ Destination: _____

Shipment Number _____ Requestor: _____

Description of Hazardous Materials and Packaging (Be specific in numbers and types of packages).

NOTE: This checklist is not intended to be used for International shipments or Air shipments of Hazardous Wastes.

REQUIREMENT		YES		N/A	
		Shipper	One One	Shipper	One One
Section A: Shipment preparations (Subject to One over One Review)					
1	If shipment includes gas poisonous by inhalation, consignee notified of: date of shipment, expected date of arrival and of any special loading or unloading instructions? (DOE O 460.2)				
Section B: Characterization documentation (Subject to One over One Review)					
1	Is the material not forbidden for transportation? (173.21)				
2	Has the material been evaluated to be a solid, liquid/sludge or gas matrix? (171.8)				
3	Does the material meet the definition for RQ for hazardous material? (172.101 Table 1 to App. A)				
4	Does the material meet the definition of another hazard class(s)? (173.2)				
5	Have the primary, secondary, and tertiary hazard class(s) been determined? (173.2a)				
6	Does the material conform to any exemptions? (173.22a)				
7	Has the exemption been reviewed for applicability, to verify if has not expired, to verify DOT has not cancelled it and if the shipper is authorized to use it? (107.101, 173.22a)				
8	Marking checklist(s) have been completed for containers on shipment? (HNF-PRO-156, HNF-PRO-157)				
9	Has the waste been designated and does the designation show State or Federal waste codes?				
10	Will the waste, as packaged, meet limited quantity exceptions? (172.101 (i), 173.13)				
11	Will the waste, as packaged, meet the lab pack requirements? (173.12)				
Section C: Uniform Hazardous Waste Manifest (UHW) (Subject to One over One Review)					
1	Each hazardous material is identified on the UHW (172.200)				
2	Hazardous material descriptions are entered before materials not subject to 49 CFR (172.201(a)(1)				
3	Shipping paper pages are numbered consecutively with first page specifying total number of pages (172.201(c))				
4	“RQ” is shown (if applicable) with the applicable hazardous substance(s) identified (172.201(a)(1)				
5	“X” is shown in HM column before proper shipping name (172.201(a)(1)				
6	Proper shipping names for hazardous materials are shown (172.202 (a)(1)				
7	Word “Waste” is added to proper shipping name(s) as appropriate (171.101 (c)(9)				
8	Hazard class of the material identified is shown (subsidiary hazard class may be entered following the primary hazard class or may be entered following the basic description) (172.202 (a)(2)				
9	Identification number of the hazardous material is shown (172.202 (a)(3)				
10	“DOT-E” followed by exemption number noted on UHW in association with applicable description. Copy of any/all exemptions attached to UHW and included in total number of pages (172.203(a))				
11	The quantity and units of each hazardous material is shown (172.203(a)(5))				
12	Emergency Response Guide number entered on shipping paper (BMP)				
13	Emergency response phone number entered (172.201(d))				
14	Placarding shown on UHW (BMP)				
15	All entries on UHW are legible on all copies (172.201(a)(2))				
16	Technical names for “n.o.s.” and other generic descriptions are entered, if applicable (172.203 (k)				
17	Are State or Federal waste codes or waste handling codes shown on UHW (BMP)				

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Shipment Number _____

REQUIREMENT		YES		N/A	
		Shipper	One One	Shipper	One One
Section C: Uniform Hazardous Waste Manifest Continued					
18	Poisonous material are described per 172.203 (m), if applicable				
Section D: Packages (Not Subject to One over One Review)					
		Shipper		Shipper	
1	Package is approved for the hazardous material to be shipped in it? ((173.3, 173.21, 173.22, 173.24a, 173.24b, 173.25, 172.101 Table – Column 8)				
2	Have special provisions been complied with? (172.101 Table – Column 7)				
3	Are packages free from defects, breaches and bulges? (HNF-PRO-156, HNF-PRO-157, 173.24)				
4	Packages closed per manufacture's instructions? (HNF-PRO-156, HNF-PRO-157, SARP, 173.24)				
5	Is package being shipped under exemption? Package must be marked with exemption number (172.301 (c))				
6	Is exemption applicable to this shipment as packaged? (173.22a)				
7	Are packages labeled correctly? (172.400)				
8	Are packages marked correctly? (172.300, 172.310)				
9	Do liquid combination packages have orientation marking applied? (172.312)				
10	If being shipped as Limited Quantity, the statement "This package conforms to 49 CFR 173.13" is shown.				
11	If being shipped as a lab pack, lab pack listing is attached to outside of container (BMP)				
12	Are required markings to meet receiving facility acceptance criteria completed? (BMP)				
Section E: Vehicle and Driver (Not Subject to One over One Review)					
1	Carrier possesses EPA hazardous waste number and passed MCEP (DOE G 460.2-1 3.1.3, DOE G 460.1-1)				
2	Driver has current CDL with correct HAZMAT endorsements (177.816)				
3	Driver has current DOT Medical Card (391.41)				
4	RSPA Hazardous Materials Registration current and with vehicle (107.608)				
5	Vehicle DOT inspection completed within the past 12 months on power unit (396.17, 396.23)				
6	Vehicle DOT inspection completed within the past 12 months on trailer(s) (396.17, 396.23)				
7	Vehicle appears to be in good working order including tire condition, windshield and mirrors (BMP)				
8	Container segregation appropriate for materials as loaded on vehicle (49 CFR Part 177 Subpart C)				
9	Packages loaded, properly braced and secured on vehicle (173.30, 49 CFR 393 Subpart I, 177.834, HNF-PRO-156, HNF-PRO-157)				
10	Vehicle Placarded as required (49 CFR Part 172 Subpart F)				
11	Vehicle Marked with "orange panels" or "PCB" Markings (172.332, HNF-PRO-156, HNF-PRO-157, HNF-PRO-3152 3. b.)				
Section F: Shipment completion (Not Subject to One Over One Review)					
1	UHWM signed and dated by shipper (172.204)				
2	UHWM signed and dated by carrier (172.205)				
3	Special loading or unloading instructions included as part of shipping papers (HNF-PRO-157)				
Section G: Other Shipment Requirements (Not Subject to One Over One Review)					
1	POC and ONC are notified of shipment (HNF-PRO-156, HNF-PRO-157)				
2	Receiver is notified of shipment date (HNF-PRO-157)				

Comments: _____

Checklist completed by: _____ Date: ____/____/____

Signature of HAZMAT Shipper Printed name

One/One completed by: _____ Date: ____/____/____

Signature of HAZMAT Shipper Printed name

1162 Review completed by: _____ Date: ____/____/____

Signature of HAZMAT Shipper Printed name